

**NGB, Officer/WO Management Branch  
TITLE 10 APPLICATION CHECKLIST**

*(Applicant completes italicized information in Item A below, assembles packet IAW Item C, then places this form as the topmost document of the application packet)*

**A. PERSONAL DATA.**

FULL NAME \_\_\_\_\_ RANK \_\_\_\_\_ SSN \_\_\_\_\_ BR \_\_\_\_\_ STATE \_\_\_\_\_

MRD \_\_\_\_\_ BASD \_\_\_\_\_ PEBD \_\_\_\_\_ Total Yrs AFS \_\_\_\_\_

CURRENT STATUS: M-Day T32 AGR Tech AC USAR ADSW TTAD Mob Other

DAYTIME PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ANNOUNCEMENT #(s) and Titles applying for: \_\_\_\_\_

\*\*\*\*\* **Applicant: Do not enter data below this line** \*\*\*\*\*

**B. NGB ACCESSION PACKET REVIEW DATA.**

DATE PKT REC'D \_\_\_\_\_ INIT REVIEW DATE \_\_\_\_\_ DATE FOR'D TO ASG OFCR \_\_\_\_\_

**C. PACKET SEQUENCE AND DOCUMENT REQUIREMENTS** *(Packets not tabbed and/or containing all documentation IAW guidance below will be returned without action).*

Tab                      Requirement

- A \_\_\_\_\_ [NGB Form 34-1](#), Application for AGR Position, with required statements (see Accessions Requirements and Procedures, [para 5d\(1-3\)](#))
- B \_\_\_\_\_ DA Form 2-1 (copy must be certified by appropriate unit/state HQ/PSB personnel)
- C \_\_\_\_\_ [TAG Release Memo](#); [Transmittal Letter](#); [Letter of Intent](#); [Letter of Acceptance](#)
- D \_\_\_\_\_ DA Photo (within last 12 months)
- E \_\_\_\_\_ [Biographical Record Brief](#) (BRB)
- F \_\_\_\_\_ Security Clearance verification    Type \_\_\_\_\_ Level \_\_\_\_\_ Date \_\_\_\_\_
- G \_\_\_\_\_ Last four OERs (***must be profiled***)
- H \_\_\_\_\_ Last **three** APFT Scorecards (DA Form 705) (most recent within last six months):
- I \_\_\_\_\_ DA Form 5500-R, Body Fat Content Worksheet (if required) (within six months)
- J \_\_\_\_\_ NGB Form 23b (RPAS) (within last 90 days) Total AD pts (cannot exceed 5475): \_\_\_\_\_
- K \_\_\_\_\_ Proof of highest military education completed; Level: OBC    OAC    CAS3    CGSC    SSC
- L \_\_\_\_\_ Civilian Education transcripts (photocopies accepted) Level completed: BS/BA    MS    PhD
- M \_\_\_\_\_ Leave and Earnings Statement (LES) (dated within 3 months, copy acceptable)
- N \_\_\_\_\_ DA Form 1172, Ap For Uniformed Services ID Card, DEERS Enrollment
- O \_\_\_\_\_ Military Physical, SF 88/93; DD 2807-1/2808; **plus** certified DA 7349 if physical over 6 mos old (ARNG members require Ch 3, all others require Ch 2 – photocopies accepted):

Date of physical: \_\_\_\_\_ Type: Ch 2    Ch 3    Ch 4    Qualified? YES    NO

PULHES: \_\_\_\_\_ DA 7349: Date \_\_\_\_\_ Fully Fit? Yes    No

**ENCLOSURE 1**

